

REQUEST FOR QUALIFICATIONS--FINANCIAL ADVISORY SERVICES

Introduction and Overview

The City of Gahanna is seeking the services of an Independent Financial Advisor to assist in the development of short-and long-term capital financing strategies.

Gahanna is a successful suburban community in the Columbus Metropolitan Area, with a population of over 34,000 and annual average general fund revenues of \$24 Million. Gahanna was recently recognized as one of Money Magazine's 100 best places to live. Gahanna balances a small-town feel with big-city amenities including historic attractions, high-quality restaurants and accommodations, eclectic shopping destinations and award-winning parks facilities and recreation opportunities.

Historically, Gahanna has financed its capital infrastructure and improvements with cash. With a healthy unencumbered general fund balance and a growing list of capital infrastructure needs, the city is now looking to develop an innovative strategy to accomplish its short- and long-term capital requirements.

Outstanding Debt

Gahanna currently has two out-standing bond issuances. The following table details their current rates and balances:

Name of Issuance	Rate	Principal Remaining
\$11,350,000 CITY OF GAHANNA VARIOUS PURPOSE BONDS SERIES 2007	4.25% - 5.0%	\$9,875,000
\$13,700,000 CITY OF GAHANNA SERIES 2005: GENERAL OBLIGATION BONDS	3.5% - 5.0%	\$11,365,000

As of January 1, 2012, Gahanna's Direct Debt Limitation was as follows:

Total Debt: \$21,240,000

Assessed Valuation (2011 - 2012) \$904,630,390

Factor	Total	Unvoted/(Limited)	Voted/(Unlimited)
Revenue	\$0	N/A	N/A
Limited Tax	\$21,240,000	\$19,525,000	\$19,525,000
Unlimited Tax	\$0	N/A	\$0
Total Subject to Limitation		\$19,525,000	\$19,525,000
G.O. Debt Exempt From Limitations		\$1,715,000	\$1,715,000
Maximum Allowable		\$52,957,724	\$101,101,109
Balance of Limitation		\$33,432,724	\$81,576,109

Scope of Services

Role of Financial Advisor

1. Serve as the City's consultant on capital improvement financing strategies.
2. Provide independent financial advice and serve solely the interests of the City.
3. Should a new issuance be necessitated, assist the City in managing the bond financing process and negotiating key business points to accomplish the City's objectives.

Services to be Provided

The City seeks to utilize the best combination of options available to adequately address the capital needs of the City. The selected Financial Advisor may be required to perform the following:

1. Develop a plan of finance and prepare financing alternatives, to include future project costs, cash flow projections and rate implications.
2. Evaluate legal approaches permitting various financing structures and propose financing methods, with emphasis on innovation, to be considered for accomplishing the City's objectives. This will be done in conjunction with City staff, legal partners and Council.
3. Analyze and report on the advantages and disadvantages of each proposed financing solution. Evaluate the projected cash flow from any revenue sources that may constitute security for any obligation incurred.
4. Review existing revenue sharing agreements, tax rebate agreements and debt commitments to determine potential impacts, if any, on proposed financing or re-financing activities and make appropriate recommendations to the City.
5. Work with the City's bond counsel and staff to recommend size, structure, terms and conditions of potential debt issuances. Present information regarding methods of sale, including publicly offered and privately negotiated options.
6. Assist the City in the formation of a financing team, including preparing a list of services required of underwriter, trustee, verification agent and other professionals agreed upon.
7. Assist bond counsel in preparing the text of an official statement and disclosure documents if required.
8. Prepare credit profiles and assist the City in making presentations to bond insurance and/or rating agencies.
9. Assist in the negotiation, sale and closing of potential debt issuances.

Proposal Requirements

Scope of Services

Applicant shall provide a clear, concise response to the scope of service requirements set forth above.

Qualifications

The applicant shall identify the financing team and any other key personnel proposed to be involved in this project.

Applicant shall include a brief résumé for each person listing specific qualifications applicable to experience in similar projects. Experience with other Ohio local governments and debt issuance should also be highlighted.

The City reserves the right to terminate any agreement for service if alternative personnel are substituted for the key personnel identified in the applicant's submission.

References

Applicant shall include the name, address and telephone number for three to five clients for whom services similar to those described in the Request for Qualifications have been performed.

Disclosure

The applicant shall disclose any professional or personal financial interest which could pose a possible conflict of interest in representing the City.

Fee

The applicant will prepare a fee schedule for the types of services described in the sections above.

Submission

Submissions are due to the City no later than 5:00 p.m. on Friday, February 17. Submittals and questions related to proposals should be addressed to: Jennifer Teal, Director of Finance. Electronic submissions in .pdf format are preferred, and can be e-mailed to jennifer.teal@gahanna.gov.

Alternatively, hard-copies can be mailed or delivered to City Hall:

Department of Finance
200 South Hamilton Road
Gahanna, Ohio 43230

Selection Process

Submissions will be evaluated based upon, but not limited to, related experience of the respondents, knowledge of the City, professional qualifications of individuals to be assigned to the project, creative financing strategies, fees and overall proposal content.

Submissions will be reviewed by the City. Oral interviews may be scheduled after the deadline submission date, and may be conducted by phone at the option of the City.

Nothing in this request for qualifications shall be deemed to commit the City to engage any Financial Advisor.